

***Summary of Sheriff Glenn Ross's Medical Records
Recommendations***

***Original prepared by Timothy Leet
Revision completed by Michael Tausek***

1. Recommend that all correctional staff make every effort to notify their medical department of all inmate transfers allowing sufficient time whenever possible, to allow preparation of medical records and medications prior to a transfer;
2. Recommend that when advanced notification is given for an inmate to be transferred from county to county, the sending facility must send the receiving county the medications that they have in stock for the inmate and a copy of the inmate's completed Medication Administration Record (MAR) to accompany the transfer.
3. Recommend that if medications are not sent by DOC when transporting state inmates to county facilities, the receiving facility is encouraged to contact the DOC medical staff and require overnight of the medication or arrange for delivery through the state pharmaceutical provider;
4. Recommend that inmates that are being released to other non-correctional facilities should at a minimum arrange for medications as follows: a 3-Day supply upon release and a 2-week supply if transferred to a treatment program;
5. Recommend that in order to achieve uniformity with inmate transfer information, facilities must be encouraged to utilize a DOC medical Transfer Form when advanced notification is given. Note: All Medical Transfer Forms are to be completed by medical staff prior to inmate transfer. Correctional Officers shall not complete sections of the transfer form that require medical information. These sections apply specifically to medical staff.